

<p>Electronic version located on Central 02, HR Forms</p>

**Asheboro City Schools
Exposure Control Plan**
School Year: _____

Name of School:
Address:
Contact Person:
Telephone Number:
Fax Number:

Exposure Determination

Definitions

For the purpose of this plan, Occupational Exposure means any reasonably anticipated skin, eye, mucous membrane or potential contact with blood or other potentially infectious materials that may result from the performance of an employee's assigned work duties.

Jobs and procedures are based on risks incurred without use of personal protective equipment.

Universal Precautions shall be observed to prevent contact with blood or other potentially infectious materials. In cases of emergency or accidents, all blood and body fluid should be handled as if infectious.

Identification of Job Classifications

The job classifications listed below have been identified as having all or some employees at risk due to exposure required by their job duties. This table outlines the tasks that put them at risk and the protective barriers or engineering controls to be used.

Job Classification at Risk	Tasks causing risk	Protective barrier or engineering control

Engineering and Work Practice Controls

The following engineering and work practice controls are in place in order to minimize or eliminate employee exposure:

Hand Washing

Employees will wash their hands immediately after or as soon as feasible after removal of gloves or other personal protective equipment. Employees have been instructed to wash their hands or any other skin with soap and water or flush mucous membranes with water immediately or as soon as feasible following contact with blood or body fluids. When hand washing facilities are not feasible, employees will use antiseptic hand cleansers or towelettes. When antiseptic cleansers or towelettes are used, employees will wash their hands with soap and water as soon as feasible.

Hand washing facilities are located in the following locations.

Following is a list of the types of antiseptic hand cleansers or towelettes used and the location where they can be found:

Type	Location

Contaminated Needles and Other Contaminated Sharps (such as broken glass)

Contaminated needles and other contaminated sharps shall not be bent, recapped, sheared, or broken before disposal, with the following exceptions:

- (a) the employer can demonstrate that no alternative is feasible or that such action is required by a specific medical procedure; and/or
- (b) such recapping or needle removal must be accomplished through the use of a mechanical device or a one-handed technique.

Immediately or as soon as possible after use, contaminated sharps shall be placed in appropriate containers for disposal. These containers shall be: (1) puncture resistant, (2) labeled or color-coded in accordance with this policy, and (3) leak proof on the sides and bottom. Warning labels shall be affixed to containers of regulated waste and containers used to store, transport or ship blood or other potentially infectious materials. Labels shall include the following legend:



BIOHAZARD

These labels shall be fluorescent orange or orange red or predominantly so, with lettering or symbols in a contrasting color. The label shall be an integral part of the container or shall be affixed as close as feasible to the container by string, wire, adhesive, or other method that prevents the loss or unintentional removal.

Broken glassware that may be contaminated shall not be picked up directly with the hands. It shall be cleaned up using mechanical means, such as a brush and dustpan, tongs, or forceps. Disposal of any contaminated materials shall be labeled with a fluorescent, orange or orange-red label that is affixed as close as feasible to the container by string, wire, adhesive, or other method that prevents loss or unintentional removal. The marked material shall include the following label:



BIOHAZARD

Hepatitis B Vaccination and Post –Exposure Evaluation and Follow Up

The employer shall make available the Hepatitis B vaccine and vaccination series to all employees who have occupational exposure risk, and post-exposure evaluation and follow up to all employees who have had an actual exposure. The employer shall ensure that all medical evaluations and procedures including the Hepatitis B vaccine and vaccination series and post exposure evaluation and follow up shall be:

- Made available at no cost to the employee;
- Made available to the employee at a reasonable time and place;
- Performed by or under the supervision of a licensed physician; or
- By or under the supervision of another licensed health care professional and provided according to recommendations of the U.S. Public Health Service current at the time these evaluations and procedures take place.

Asheboro City Schools has made arrangements for the Hepatitis B vaccine to be administered by health care professionals associated with the Newport Alliance, Rhode Island. The cost of the vaccine for full-time employees will be covered by their health insurance through the State of North Carolina. The costs of the vaccine for employees identified at risk, but have no health insurance coverage, will be paid directly by Asheboro City Schools.

Other

Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas where there is a reasonable likelihood of occupational exposure.

Food and drink shall not be kept in refrigerators, freezers, shelves, and cabinets or on countertops or bench tops where blood or other potentially infectious materials are present. All procedures involving blood or other potentially infectious materials shall be performed in such a manner as to minimize splashing, spraying, spattering, and generation of droplets of these substances.

Equipment, such as sports equipment, which may become contaminated with blood or other potentially infectious materials shall be examined prior to servicing or shipping and shall be decontaminated as necessary, unless the employer can demonstrate that decontamination of such equipment or portions of such equipment is not feasible. A readily observable label in accordance with this policy shall be attached to the equipment stating which portions remain contaminated. The employer shall ensure that this information is conveyed to all affected employees, the servicing representative, and/or the manufacturer, as appropriate, prior to handling, servicing, or shipping so that appropriate precautions will be taken.

